

CLARKE COUNTY CPMT MEETING MINUTES**January 23, 2024****Attendees**

Nadia Acosta	CSA Coordinator
Frank Moore	CCPS Representative
Terri Catlett	BOS Representative
Jerry Stollings	CSU Representative and CPMT Chair
Tavan Mair	Private Provider Representative
David Ash	Parent Representative
Denise Acker	CSB Representative

Absent

Jennifer Parker	DSS Representative
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Virtual

Leea Shirley	VDH Representative and CPMT Vice Chair
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Mr. Jerry Stollings called the meeting to order at 2:05PM. Ms. Nadia Acosta introduced Ms. Kelly Coffman as an observer and stated that Ms. Coffman was applying for the role of private provider representative to FAPT. Ms. Denise Acker asked to amend the agenda to discuss inclement weather policies for FAPT. Mr. Frank Moore made the motion to approve the amended agenda, and Mr. Tavan Mair seconded. All members voted in favor.

Old Business:

1. Ms. Acker made a motion to approve the December minutes. Mr. Moore seconded. All members voted in favor.
2. Mr. Moore and Ms. Acker stated that they believed that the current proposed policy required some clarification on the language around the use of FAPT alternative representatives. Ms. Acker stated that she believed it would be best practice to require virtual FAPT member attendees to have their cameras on, and Ms. Terri Catlett stated that in her experience, sometimes the internet was not strong enough to provide both an audio and a visual connection. Mr. Stollings suggested that "as possible" language be added for audio and visual requirements for FAPT. Ms. Acker stated that the new policy would have to be made public for 30 days for public comment before being made official. Ms. Acker made a motion approving the proposed policy with the addendum of clarifying language around the FAPT alternative representative attendance and adding required

audio and video for FAPT members as possible. Mr. Moore seconded the motion. All members voted in favor.

3. Ms. Acosta discussed the room that CPMT was currently in. Mr. Moore and Ms. Acker stated that CPMT had met in Room C previously. Ms. Catlett and Mr. Stollings stated that Room C was more closed off and private, which was preferable for the closed meeting. No vote was taken, but all members agreed that it was preferable to continue to meet in Room C.

New Business:

1. Mr. Stollings stated that at the end of November, the CSA Office had received audit information and a workbook to complete from the Office of Children's Services. Mr. Stollings stated that Ms. Acosta had completed the majority of the work and had gotten the audit workbook completed in a month and a half. Ms. Acosta stated that after going through the workbook, she felt that Clarke County CSA was in a decent position. Ms. Acosta presented the small deficiencies she had noticed but stated that she felt that the deficiencies were already in the process of being fixed. Ms. Acker asked if the document being presented to CPMT would be turned in to the state, as she felt that some of the information regarding previous CSA Coordinators was not necessary for the state to know. Ms. Acosta stated that the document presented to CPMT would not be turned in to the state. Mr. Ash stated that as the previous CSA Coordinators had left for different reasons, he did not know if it would qualify as a deficiency. Mr. Stollings clarified that the turnover was a risk factor that had been identified and in the interest of transparency was being reported to the state. There were no other major questions about the audit results.
2. Ms. Acosta presented to CPMT the strategic goal planning documents she had located for the period of 2020-2023, and her findings on which goals had been met. Ms. Acker asked if the strategic goal planning needed to be redone or simply edited. Ms. Acosta stated that as the 2020-2023 period had ended, and FY2024 was halfway done, that she felt it would be prudent to create a new strategic goal plan for the period of 2025-2027. Ms. Catlett stated that the previous strategic goal plan had been created during a day retreat for both CPMT and FAPT, and that she believed it would be necessary to invite FAPT. Mr. Stollings and Mr. Moore agreed, and Ms. Catlett stated that she would be happy to send Ms. Acosta the details of the location where the strategic goal planning retreat had taken place previously. Mr. Stollings stated that he believed it should be completed before the end of FY2024. Mr. Moore stated that spring break for Clarke County Public Schools was the first week of April. No vote was taken, but all members agreed that a day retreat for strategic goal planning was the best course of action and that the best time would be after the first week of April.
3. Ms. Acosta presented Ms. Kelly Coffman to CPMT as an applicant for the role of private provider representative to FAPT. Mr. Moore stated that he had worked with Ms. Coffman

at Grafton some years ago, and that he fully approved of her appointment to the role. Ms. Acker made a motion to appoint Ms. Coffman as the private provider representative to FAPT. Ms. Catlett seconded the motion. All members voted in favor.

4. Ms. Acosta presented a current list of FAPT members and their chosen alternatives and requested that CPMT approve the alternatives and give them voting privileges whenever it was necessary for them to attend FAPT. Ms. Acker made a motion to approve the list of alternatives as presented to CPMT. Mr. Moore seconded the motion. All members voted in favor.
5. Ms. Acosta presented a new template of the IFSP for FAPT. Ms. Acosta stated that she had found the current template lacking and with barely any information; the template being proposed was taken from the Office of Children's Services website. Ms. Acosta stated that she had filled out similar IFSP templates in previous jobs and was familiar with how it worked. Ms. Acosta requested that the template go into effect March 1, 2024, to allow for time to train all FAPT members and case managers on the new template before requiring it. Ms. Acker made a motion to approve the new IFSP as presented to CPMT and have it go into effect March 1st, 2024. Ms. Shirley seconded the motion. All members voted in favor.
6. Ms. Acker stated that based on January's surprise inclement weather that had impacted FAPT, she felt it was prudent to instate an inclement weather policy for FAPT. Ms. Acker said she was not sure if it would be wise to follow Clarke County Public Schools inclement weather policy or Clarke County Government's weather policy, but that she felt that if either were closed, FAPT should automatically be rescheduled. Mr. Stollings asked about DSS inclement weather policy, as Ms. Acosta works under DSS. Ms. Acosta stated that for the most part, DSS followed the dictates of Clarke County in regard to closing for inclement weather. Mr. Moore stated that there might be a problem if the government was open and FAPT was scheduled to happen, but the schools were closed, as FAPT was scheduled to meet in a school building. Ms. Acker stated that there might also be additional stress on families trying to attend FAPT if the schools were closed. Ms. Acker made a motion to add to policy that if Clarke County Public Schools was closed on a day FAPT was scheduled to occur due to inclement weather, FAPT would automatically be cancelled and the CSA Coordinator must notify FAPT members immediately; FAPT would then need to be rescheduled for the soonest available date, and emergency funding would continue to be utilized as needed to prevent a break in services. Mr. Mair seconded the motion. All members voted in favor.
7. Ms. Acosta presented a proposed budget for FY2025 that she was going to request from Clarke County. Ms. Acosta stated that this was not the budget that would be given to Clarke County CSA by the Office of Children's Services; Ms. Acosta stated that this was a budget being requested from Clarke County so that should the need arise for Clarke County CSA to request a supplement to the budget, that Clarke County would have the local match funds already allocated and ready. Ms. Acosta presented to the team the

Biennial Progress Report from the Office of Children's Services and stated that overall, CSA offices all over Virginia were seeing a rise in needs, but not the number of clients. Ms. Acosta stated that this article had been helpful to her in creating the proposed budget. The team had no questions about either the proposed budget or the biennial progress report.

Financial Report:

December's financial report was met with no questions from the team. Ms. Acker stated that based on the numbers she was seeing in the spreadsheets and the pool report, that she felt that Clarke County CSA was in a good position financially.

Closed Session:

See attachment A for completed form detailing the motion to enter closed session, vote on the items discussed, and certify the discussion in closed session.

Consent Agenda:

The consent agenda with 2 cases was reviewed. As the two cases were reviews of emergency funding requests and did not require votes, there was no vote to approve the funding as requested.

Mr. Stollings made a motion to adjourn the meeting, and Mr. Moore seconded the motion. All members voted in favor.

Next Meeting: February 27, 2024

Meeting adjourned at 3:09PM.

Closed Meeting Motions and Certification

At 3:02, _____,

moved to convene in closed session to discuss ,as permitted by VA Code §2.2-3711(A)(4).

2.2-3711(A)(4)—The protection of the privacy of individuals in personal matters not related to public business.

The motion carried by the following vote:

	MOTION BY	SECOND	ABSENT/ABSTAIN	AYE	NAY
<i>Denise Acker</i>	✓				
<i>Jerry Stollings</i>				✓	
<i>Tavan Mair</i>				✓	
<i>Frank Moore</i>		✓			
<i>Jennifer Parker</i>			17/12/2017		
<i>Leea Shirley</i>				✓	
<i>Terri Catlett</i>				✓	
<i>Chris Bates</i> <i>Mr. Ash</i>				✓	

At 3:07, _____, with the members of the Clarke County Community Policy and Management Team being assembled within the designated meeting place with open doors and in the presence of members of the public and/or the media desiring to attend, moved to reconvene in open session. The motion carried as follows:

	MOTION BY	SECOND	ABSENT/ABSTAIN	AYE	NAY
<i>Denise Acker</i>				✓	
<i>Jerry Stollings</i>				✓	

Tavan Mair		✓			
Frank Moore				✓	
Jennifer Parker			Absent		
Leea Shirley			Absent	EE	
Terri Catlett	✓				
Chris Bates Mr. Ash				✓	

Frank Moore further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Clarke County Community Policy and Management Team has convened a closed meeting on October 24, 2023, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Clarke County Community Policy and Management Team that such closed meeting was conducted in conformity with Virginia law.

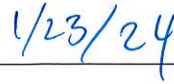
NOW, THEREFORE BE IT RESOLVED, that the Clarke County Community Policy and Management Team hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the [public body name]. The motion was approved by the following roll-call vote:

	AYE	NAY	ABSENT	REASON FOR NAY VOTE
Denise Acker	✓			
Jerry Stollings	✓			
Tavan Mair	✓			
Frank Moore	✓			
Jennifer Parker			✓	
Leea Shirley			✓	
Terri Catlett	✓			
Chris Bates Mr. Ash	✓			

The aforesaid Motion and Certificate were adopted in open meeting at a public meeting held on October 24, 2023 of the Clarke County Community Policy and Management Team by roll-call vote as shown above. The Certificate was adopted immediately after the closed meeting at a reconvened open meeting.



Chair



Date

Clarke County CSA CPMT Survey

1. How did you become involved in CPMT and how long have you served in your position?
2. How would you classify your participation as a CPMT member on a scale from 1-5?
1=low participation and 5=high participation
3. How has the Clarke County CPMT process changed during your time and what do you think about these changes?
4. What do you need to better assist you in performing your tasks as a CPMT member?
5. Please describe Clarke County CSA's mission and vision.
6. How effective have we been in fulfilling this mission/vision on a scale from 1-5? 1=not very effective and 5=very effective
7. What are the strengths of the Clarke County CSA program?
8. What are the needs of the Clarke County CSA program?
9. What do you believe to be the most important opportunities facing the Clarke County CSA program in the next 3-5 years?
10. What key issues need to be addressed in this strategic planning process?
11. What other feedback do you have about the Clarke County CSA CPMT?



COUNTY OF ISLE OF WIGHT
CPMT STRATEGIC PLAN
Updated December 14, 2022

Mission

The Isle of Wight County Community Policy and Management Team (CPMT) is committed to identification, development and provision of resources and services needed by the children and families of the County of Isle of Wight. Every effort will be made to provide these services in the least restrictive environment while protecting the welfare of the children and maintaining the safety of the public. To that end, the Isle of Wight County Community Policy and Management Team adopted the following principles.

Major Principles

1. The Isle of Wight County CPMT commits to the responsible use of state and local funds for the provision of services to youth and families. This will be achieved through the utilization of the least restrictive alternative in terms of funding, placement, services and reasonable efforts. Methods to achieve this goal will include, but not be limited to:
 - a. Thorough assessments;
 - b. Efficient use of existing resources;
 - c. Making and communicating value-based decisions about cases and service delivery;
 - d. Vigorous utilization management of services and service providers, and assuring that all contractual obligations are met.
2. The Isle of Wight County CPMT will make its decisions through a consensus building process. This process is adopted to facilitate the team concept and dispel the “side taking” which sometimes results from “vote taking”.
3. The Isle of Wight County CPMT commits to increasing interagency collaboration and family involvement in service planning, delivery and management.

4. The Isle of Wight County CPMT commits to the early identification of children and families who are “at risk”.
5. The Isle of Wight County CPMT commits to the design and provision of services that are responsive to the strengths and needs of troubled youth and their families. *These services are to be child centered, family focused and community based.*
6. All participating agencies agree to respect the CSA process and procedures for case referral and funding requests.

Code of Ethics

1. **Respect:** We treat all with dignity and courtesy by listening, empathizing and valuing opinions and perspectives. We treat all members of the community and the organization fairly and equitably. Our actions and works will support a healthy, civil, and positive environment *which respects individual rights and self-determination*. Discrimination, in any form, is unacceptable.
2. **Integrity:** We model honesty and trustworthy behavior through an inclusive and customer-oriented process. The public we serve deserve our utmost *dedication* and best efforts. Our adherence to ethical principles should be above reproach. We will identify and avoid conflicts of interest in our actions.
3. **Accountability:** We take ownership and responsibility for individual and team actions and remain focused on priorities. The Isle of Wight County CPMT commits to responsible use of state and local funds for the provision of services to youth and families. We are committed to good stewardship of the public’s money and must always be *willing and able* to account for how these funds were used.
4. **Innovation:** We support continuous improvement and demonstrate a civic entrepreneurial attitude by generating new ideas, advancing best practices and effectively operating as a team.
5. **Confidentiality:** We honor the privacy rights of all customers *and stakeholders*. All information obtained in the course of conducting CSA business will be held in strictest confidence. Any limits to confidentiality that are identified will be clearly explained (i.e. abuse, neglect, imminent danger to self/others, etc.).

Adopted by Isle of Wight County CPMT 12/18/12
Reviewed and affirmed by Isle of Wight County CPMT 5/26/20
Reviewed and affirmed by Isle of Wight County CPMT 12/14/21

METHODOLOGY

Beginning in January 2022, the Isle of Wight CPMT completed a self assessment workbook pursuant to a scheduled OCS (Office of Children's Services) audit. During this self assessment, all policies and procedures were reviewed and revised as needed. A risk assessment was completed on 1/10/22. On a monthly basis, the CPMT reviewed statistics from a variety of sources to include local census information, social services, court services and IOW County Schools. A retreat was held on 9/16/22 and the team completed a SWOT analysis. This was reviewed again and finalized on 9/27/22. On 10/25/22, the team considered outcomes from their previous benchmark data through FY 2022. New goals were drafted and adopted on 12/14/22.

Risk Assessment
Completed by IOW CPMT
1/10/22

Categories of Risk

Tech/IT

- Ransomware/data breach (security of confidential data) - multiple security measures already in place, threat of consequences (i.e. criminal charges etc) might reduce risk of someone intentionally leaking secure data
- Broken/defective/lost equipment (noted that equipment is old and needs to be updated) - DSS using local electronic backup as well as paper copies
- Webex/virtual meetings - issues/glitches
- Outdated software (paper copy backup in files)

Operational

- COVID impacts - staff shortages (also staff have competing duties with their own agencies)
- Staff turnover (could pay bonuses, cross train existing staff to cover when someone leaves, keep documentation on cases so new staff can pick up)
- Federal/state requirements/objectives are unrealistic and often counterintuitive to the best interest of the child - use networking with other professionals, provide feedback to state, be present at trainings and ask questions, volunteer for work groups)
- Lack of resources/supports to implement federal/state objectives
- Teams are reactive to individual agency decisions
- Security of buildings/meeting areas (i.e. active shooter and other threats). Multiple security measures noted in DSS building, e.g. peep holes in doors, doors lock from inside, combination lock entrances for staff only areas, working on building a wall in the hallway to keep visitors further from secure areas

Financial

- Paying for a service not provided (noted there are checks and balances throughout the financial software and process)
- Rate issue with provider (internal checks and balances within the financial system help mitigate this)
- Staff turnover/cross training to know procedures

External

- Natural disaster/pandemic (locality is becoming more proactive and prepared as natural disasters increase - use of weather technology to alert/warn, some workers can continue to work remotely to keep processes moving)
- Availability of service providers (CSA routinely seeks new providers for CB services, new DSS in home staff also seeking out and meeting with providers for Families First services)

- Judicial decisions impacting funding & circumventing CSA process (provide more training and communication with judges and GAL's, suggest using regional approach since share judges, reactivate Best Practice Court Team - this is on judge's radar once COVID dies down, have had one meeting with judges to review FFPSA requirements - could have a follow up review session now that FFPSA has been implemented)
- Lack of transportation affecting client access to services (can offer financial assistance to parents, use of telehealth although there can be issues with quality of internet and lack of focus of youth to participate virtually)

Compliance

- Ignorance or confusion re: policy (mitigated by networking with other professionals, OCS training, online courses, OCS office hours - although some lack of consistency in answers received from state entities still noted)
- New generation of workers philosophy (not invested in learning policy or researching it - "just give me the answer") - provide additional training and accept new generation philosophy

Reputational

- Negative publicity involving CSA/FAPT/CPMT members
- Parent complaint to public media (team can't respond due to confidentiality)

Probability	Low Impact	Medium Impact	High Impact
High	NA	Federal/state objectives	Lack of service providers Transportation
Medium	Outdated technology Glitches with virtual meetings Staff shortages	Staff turnover Equipment failures New generation of workers issues	Judicial decisions Natural disasters
Low	Paying for service not provided Rate issue with provider Teams reactive to individual agency decisions	Ignorance/confusion over policy Negative publicity	Breach of confidential data Security concerns

Analysis of Risk Items

- Red zone - need to mitigate or reduce risk
- Yellow zone - manage the risks
- Green zone - accept the risks

ISLE OF WIGHT CPMT SWOT Analysis
September 16, 2022/ September 27, 2022

STRENGTHS	WEAKNESSES
<p>Diverse perspectives</p> <p>Achieving permanency (@80%)</p> <p>Staffing & troubleshooting high acuity cases</p> <p>Group is cohesive & functions well</p> <p>Strong CSA team/knowledgable/regional CSA staff bring different information</p> <p>Some parts of IOW could be served by Hampton Roads or Richmond (located halfway between Va Beach and Richmond)</p>	<ol style="list-style-type: none"> 1. Lack of local resources 2. Lack of prevention services (i.e. children coming in at prevention level) 3. Systems of care that can't/won't evolve to meet needs of children & families 4. Lack of daycare 5. Transportation 6. Reassessing needs due to shifts in community (population shifting in IOW, socioeconomic needs) 7. Consistently maintaining parent representatives 8. Internet providers
OPPORTUNITIES	THREATS
<ol style="list-style-type: none"> 1. Some parts of IOW could be served by Hampton Roads or Richmond - might could reach out to Richmond offices such as BREC, Embrace, et. 2. What can IOW Schools do to assist in identifying children early or refer for services (school currently does child finds for 2 year olds, CSB has two new positions to work in the schools, CSB prevention coalition to be restarted) 3. Could be more opportunities for staff and services coming available due to housing boom 4. FAPT?CPMT parent representative 5. New services coming for internet providers - noted that lack of transportation can be somewhat offset by availability of telehealth (given that family has adequate internet) 	<ol style="list-style-type: none"> 1. Lack of staff (city/state/private providers) 2. Rising needs/acuity of youth 3. Political climate (state & local) 4. Population growth - no infrastructure to support it 5. IOW Cost/child exceeds the average cost/child for the state 6. Lack of internet providers

REPORT ON FY2022 BENCHMARKS/OBJECTIVES
ISLE OF WIGHT CPMT
October 25, 2022

1. Achieve permanency for all foster care youth within 2 years of entering foster care.
 - a. 14 foster care youth during this period – 3 achieved permanency within 2 years and 7 are still within the initial 2 year period, 1 has been in adoptive home since April 2021 awaiting finalization of adoption
 - b. 1 was committed to DJJ
 - c. 1 reached the age of 18 in less than 2 years from the time she entered custody - she was provided ongoing services via Fostering Futures
 - d. Goal achieved at 85%

2. Maintain cost per child average at or below the state average.

FY 2018	State average - \$25,023 IOW Average - \$12,434
FY 2019	State average- \$26,731 IOW Average \$17,916
FY2020	State average:\$28,676 IOW Average: \$25,107
FY 2021	State average: \$30,045 IOW Average: \$30,360
FY 2022	State average: \$29,922 IOW Average: \$21,082

3. Maintain minimum attendance of all agencies at CPMT and FAPT (i.e. 75%)

CPMT agencies appeared to struggle with consistent attendance this year:

CSB & Sheriff's office - attended 58%

Schools & Private provider - attended 67%

Parent representative - attended 42%

It was noted that some meetings were scheduled when the schools were on break plus there were absences due to illness/covid exposure and staff shortages where no alternate was available.

It was noted that the parent representative resigned in October. The position was not filled until March. The percentage above includes the months the position was vacant.

All FAPT agencies attended a minimum of 75% of meetings with the exception of the parent representative who attended 25%. A new parent representative was appointed in January but resigned by May. Efforts are now ongoing to locate a new parent representative. At the beginning of FY 2022, the team also lost a representative from TYSC that remains vacant due to staffing shortages in their agency. They have now

identified a staff who can start in December 2022. There were 3 emergency meetings in addition to the 12 regular monthly meetings - attendance numbers do not include the emergency meetings.

Total FAPT meeting days in FY 2022:	15
Total Case Staffings in FY 2022:	86

4. Increase the number of prevention services provided (versus foster care placements)

FY 2013	Foster Care	69%
	Prevention	31%
FY 2014	Foster Care	52%
	Prevention	48%
FY 2015	Foster Care	43%
	Prevention	57%
FY 2016	Foster Care	50%
	Prevention	50%
FY 2017	Foster care	35%
	Prevention	65%
FY 2018	Foster care	55%
	Prevention	45%
FY 2019	Foster care	64%
	Prevention	36%
FY 2020	Foster care	55%
	Prevention	44%
FY 2021	Foster care	62.5%
	Prevention	37.5 %
FY 2022	Foster care	66%
	Prevention	34%

Congregate care statistics (includes group home and residential):

Total number of cases:	21
Total number in residential:	4 (19%)
Average length of stay:	5.62 months

5. IOW youth will achieve CANS scores at or above the state average for the school domain, behavioral/emotional needs domain and child strengths domain as reflected in the CQI dashboard. Goal achieved for FY 2021 data for school domain and behavioral/emotional needs domain. Strengths domain was 15.6 percentage points lower than the state average.

**REVISED GOALS FOR IOW CSA
ADOPTED 12/14/22**

BENCHMARKS/OBJECTIVES FOR FY 2023

1. Maintain minimum attendance of all mandated agencies at FAPT & CPMT (i.e. 75%)
2. IOW youth will achieve CANS scores in the following domains- school, behavioral/emotional needs, and child strengths- that indicate improvement or relative stability from previous years as reflected in the CQI dashboard.
3. Ensure equitable and equal access to services to all youth based on community demographics by compiling and analyzing data from at least 80% of member agencies. (Data to include age, race, gender, funding source for services, whether CSA services were offered and accepted/declined.)
4. Receive 80% positive feedback results from Family Satisfaction Surveys.
5. Achieve 75% successful discharges from services per provider. (This would include stepdown to lower level of care or permanency, i.e. return home.)

ACTION STEPS:

1. Pursue additional vendors between IOW and Richmond. Ms. Pretlow to send a list of community based providers in these areas that might be helpful.
2. Update brochures and include data on percentage of successful discharge outcomes. Distribute to all agencies, including private providers (e.g. outpatient offices).
3. Provide training for school staff re: CSA and Systems of Care - include SPED unit and guidance counselors. Encourage referrals for younger children exhibiting behavioral/emotional problems.
4. Collect data for further consideration:
 - a. CSA referrals - race by economic status
 - b. Population in school by race
 - c. CSB cases (overall) by race
 - d. DSS cases to include foster care and prevention by race
 - e. CSU cases by race
 - f. Are families being offered CSA referral and are declining and if so, why?
5. Increase visibility on website and dissemination of brochures. Add link to click on for inquiry on website which would come directly to email.

CSA TODAY

A NEWSLETTER OF THE OFFICE OF CHILDREN'S SERVICES

IN THIS ISSUE

- Director's Blog
- Black History Month
- Outstanding Coordinator Award
- VDSS Office of Trauma & Resilience Policy
- CANS Certification
- SEC & SLAT
- CQI
- Auditor's Corner
- Maximizing Medicaid
- CSA Family Guide
- SPED Guidance
- Utilization of Title IV-E for Congregate Care
- CSA Five Year Report
- CSA Training List
- Resource Round Up
- TA Question of the Quarter
- Submission Guidelines

Office of Children's Services

1604 Santa Rosa Road,
Suite 137

Richmond, VA 23229

Phone (804) 662-9815

Fax (804) 662-9831

Email:

csa.office@csa.virginia.gov

Website:

<https://www.csa.virginia.gov>

Director's Blog

Scott Reiner, Executive Director



The 2024 session of the General Assembly is in full swing as this version of **CSA Today** goes to press. Several bills indirectly impact CSA, including establishing a robust and well-defined program (the Parental Child Safety Placement Program) to support placing children with relatives instead of entering foster care. The bills, in both the House of Delegates and the Senate, have bipartisan support, and funding was included in the budget introduced by Governor Youngkin. The two-year state budget (the Appropriation Act) contains significant resources to support the behavioral health system through the Right Help, Right Now initiative and additional enhancements introduced through the legislative process. While nothing is certain until the General Assembly completes its work (tentatively scheduled for March 9), watching our government at work is always an exciting and rewarding experience.

Related to the state budget, I reported on some of the CSA utilization and expenditure data for FY2023 in the previous edition of this newsletter. Each year, OCS works with the Department of Planning and Budget to review trends and anticipated changes to develop a forecast of the state funds necessary to operate the CSA program. Based on this forecast, there was an additional \$36.5 million request to support the CSA state pool in the current fiscal year (FY2024), followed by an additional \$13.4 million in the first year of the FY2025-2026 biennial budget. These increases reflect upward trends in the number of children and families served through the CSA, the rising costs of services, and specifically mandated increases, such as in the monthly foster care maintenance payments, which are tied to increases in state employee salaries. It is always a good idea for local governments and CSA programs to track their expenditure trends and do a local-level forecast to develop realistic CSA budget requests as they develop their budgets for the coming year.

The State Executive Council for Children's Services (SEC) has adopted its Strategic Plan for 20204-2025. The Plan, which can be found at <https://www.csa.virginia.gov/Content/Doc/SEC Strategic Plan.pdf>, builds on the previous Plan and includes goals and specific objectives

Director's Blog (cont'd.)

(metrics) in Policy and Oversight, Leadership and Collective Action, and Empowering Families and Communities. The Plan contains activities for the SEC, the State and Local Advisory Team (SLAT), and OCS. I hope you will take a few minutes to review this important document.

On the policy front, the State Executive Council continues to review, update, and revise the CSA Policy Manual after soliciting comments from various CSA stakeholders. Several policies will receive potentially final action at the next SEC meeting on March 14, and the review process for several others will begin.

That's all for now. Please feel free to contact me about any CSA issues and thanks again for your efforts to support Virginia's system of care.



The Office of Children's Services celebrates...





OCS is currently accepting nominations for the **2024 Paul Baldwin Outstanding Coordinator Award**. This award will be presented at the 2024 CSA Conference, held on October 15-17, 2024, in Roanoke, Virginia. Nominations are being accepted now through **July 26, 2024**. This is an opportunity for CPMTs to recognize and acknowledge the hard work and dedication of your CSA Coordinator! All nominees will be announced at the conference, with one CSA Coordinator being selected for recognition as Outstanding CSA Coordinator.



Update – Please Note: While previous recipients are not eligible to win the award again, CSA Coordinators who have won the award while serving in a different locality qualify for nomination by the new CPMT under which they currently serve. CPMTs are encouraged to submit new nominations for their CSA Coordinators if they were previously nominated but did not win.

This year, a new category is being introduced. In addition to the Paul Baldwin Outstanding CSA Coordinator Award, an award for the **Rookie of the Year** will be given to eligible CSA Coordinators with less than two years of experience as a Coordinator. The winner of this award will also be announced at the conference. All nominated "Rookies" will be announced during the awards ceremony.

CSA Coordinators may only be nominated in one category.

To submit your nomination for Outstanding Coordinator or Rookie of the Year, the CPMT should describe, in letter format, how the CSA Coordinator exemplifies the following:

1. **A Collaborative Spirit:** Tell us how your Coordinator collaborates with stakeholders, mentors, or assists other CSA Coordinators and/or related organizations/entities.
2. **Family Focus:** Describe how your Coordinator elevates family voice and choice in your local CSA program.
3. **Innovation:** How have your Coordinator's creative ideas improved the effectiveness and efficiency of your local program through new initiatives or practices?

Your nominations should include specific examples of how your Coordinator demonstrates the abovementioned qualities. Please provide tangible examples and details demonstrating their commitment to families, collaboration with others, and creativity in improving practice. It may be helpful to gather the feedback of your FAPT(s) and other local stakeholders to include in this letter. If your Coordinator was able to do something extraordinary, we want to hear about it!

Letters should be no more than two pages when double-spaced.

Nominations for both the Paul Baldwin Outstanding CSA Coordinator Award and Rookie of the Year must be submitted through the Community Policy and Management Team (CPMT). Nominations for this award may be sent through U.S. Mail and should be addressed to:

Courtney Sexton, OCS Program Consultant
Office of Children's Services
1604 Santa Rosa Road, Suite 137
Richmond, VA 23229

Nominations may also be submitted via email to courtney.sexton@csa.virginia.gov.

(continued on Page 4)



The deadline for nomination is the close of business on **Friday, July 26, 2024**. You will receive an email confirming that your nomination was received.

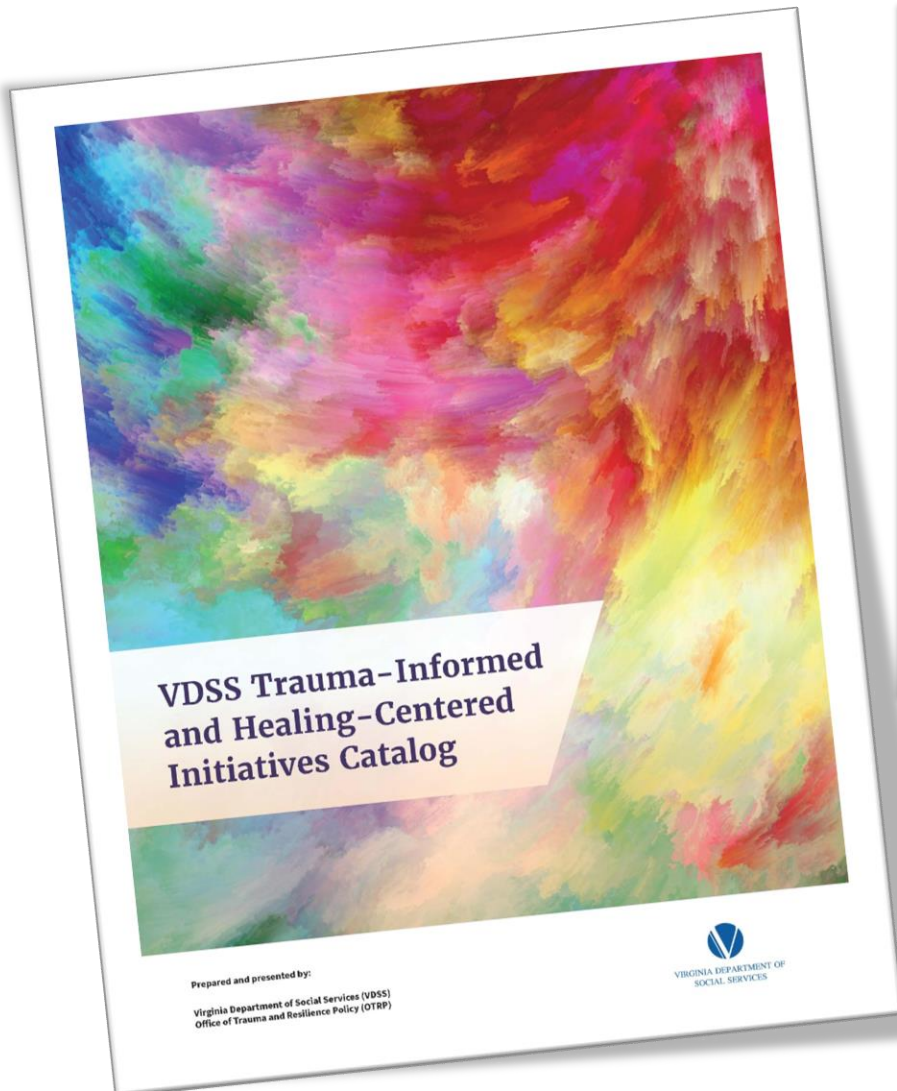
REMEMBER: The letter you send must demonstrate how the CSA Coordinator meets the above criteria and must be comprehensive/holistic.

Any submission received after Friday, July 26, 2024, will not be considered.

The review committee consists of the following OCS staff members:

- Courtney Sexton, Program Consultant
- Carol Wilson, Program Consultant
- Kristy Wharton, Business Manager
- Nirjara Pillai, IT Business Manager
- Carrie Thompson, Data Analyst

If you have any questions, please get in touch with Courtney Sexton at courtney.sexton@csa.virginia.gov.



The Virginia Department of Social Services' *Office of Trauma and Resilience Policy* (OTRP) has developed a resource that identifies principles of trauma-informed care and outlines programs and organizational initiatives that embody a child-centered, family-focused, and community-based approach.

To learn more about this valuable resource, click on the catalog graphic.





Certification on the Virginia CANS

Why can't I pass the CANS certification exam??



Have you attempted to pass the CANS certification exam and not reached that magic .70 passing score or higher? Taking the certification test and not passing it on the first try (or second or third) can be frustrating! Please read the tips below to help reduce some of that frustration and to help you feel more confident regarding your knowledge of the CANS assessment.

General Tips:

- If you are new to the CANS, take your time going through the training modules. Or, if it's been a while since you certified, take a new look before attempting to recertify. You may find an explanation for a question you've had while completing a CANS.
- Print a copy of the age-appropriate *Virginia Item and Rating Definitions Manual* at www.csa.virginia.gov/CANS. These documents can also be found on the Praed site under "Supplemental Materials" and in the CANVaS "Documents" folder. Have the print version on hand when you test.
- Try taking a practice test. You can review your responses and compare them to the correct ones, which should help you identify any pattern to your errors. Are you overrating? Underrating? Are you rating Strengths items correctly? For individual errors, look up that particular item's definition and the anchor definitions in the Manual to determine the reason for the correct response.
- Remember the Six Key Principles Dr. Lyons discusses in the training and focus on the **Action Levels**. ***The need to take action overrides the perceived level of severity of the Need item.*** So, if you're debating between a "1" and a "2" on a Need item, think about what should happen in this area; are you going to "keep an eye on it" ("1") or should something be put in place to address the need? ("2")

Specific Tips:

- Remember, the Child Resiliency and Strengths domain is rated differently than all other domains. (The Caregiver Needs and Strengths Domain is rated as "Needs" items.) A "3" on a Strengths item means there's "no evidence" of the Strength, whereas a "0" on a Needs item means "no evidence." The key to remembering the difference is understanding that whether it's a Strengths or Needs item, improvement is always noted by the rating numbers moving downward.
- A rater can be "off" by 1 point on several items and still pass the exam. However, rating "No evidence" of a Strength as you would a Need, causing a 3-point error, or any 3-point error, can significantly contribute to failing the exam.
- Don't assume all items are rated for the last 30 days. Even for those that do, the **action levels** override the 30-day timeframe. Some items have very specific time frames in the anchors. For example, "Residential Stability" reads:
 - "1" caregiver has moved in the last three months or there are indications the caregiver will move in the next three months
 - "2" caregiver has moved multiple times in the last year
 - "3" caregiver has experienced periods of homelessness in the last year

(continued on Page 6)

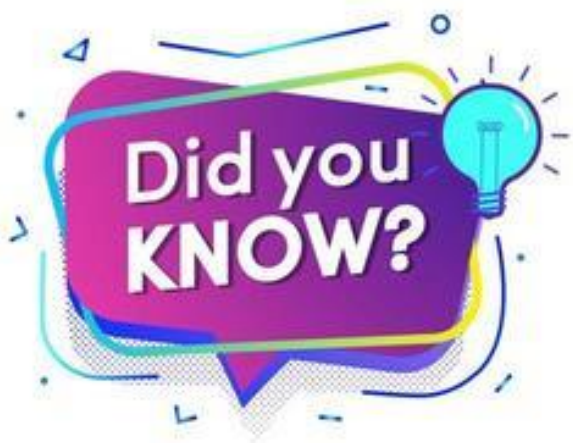


CANS (cont'd.)

- Be sure to read the vignette instructions! These are individualized to the vignette and will, for example, identify the specific caregiver that should be rated.
- Vignettes are to be read very literally. If a Need or a Strength is not mentioned, the item is rated "No evidence." Do not make assumptions or inferences based on other factors. For example, suppose the vignette mentions the family's financial difficulties. Do not assume this means that transportation or housing is likely an issue. The Praed site suggests printing the Manual and a paper score sheet, and then as you read through the vignette, go line by line, noting the specific Needs or Strengths mentioned on the score sheet. If not mentioned, rate a "0" for no evidence of a Need or "3" for no evidence of a Strength (Child Resiliency/Strengths Domain).
- With the Caregiver Strengths and Domains, remember that the action levels on most items in this domain are specifically related to the caregiver's capacity to parent this child. So, if the caregiver has mental health issues but is parenting well, the action level would likely be a "1." Always consider if specific action should be taken in that area when rating.
- Take your time on the exam. You have two hours to complete an exam. Don't overthink. The system will only allow three attempts at a time. Repeated retesting usually leads to frustration and declining scores.

If you continue to struggle, Praed site staff can review your responses on a vignette you've rated to provide feedback on what you're missing and suggest specific sections of the training for you to review. Please contact OCS at www.csa.virginia.gov if you want such a review and feedback.

Lastly, please be assured you can pass the certification exam! Thousands of your colleagues, now and in years past, have been able to certify on the exam, and you will too.



The **State Executive Council (SEC)** oversees the administration of CSA through the development of program and fiscal policies, and ensures all relevant federal and state laws, regulations, and SEC policies are followed.

The **State and Local Advisory Team (SLAT)** manages cooperative efforts among stakeholders at state and local levels and private sector, while advising the SEC about program and fiscal policies that support the CSA mission. This team provides support to local community efforts through training and technical assistance.

SEC and SLAT meetings are open to the public and their meeting schedules and locations can be found at this [link](#).



CQI- PRIORITIZING DATA POINTS IN TREND ANALYSIS: FOSTER CARE SERVICES EXAMPLE

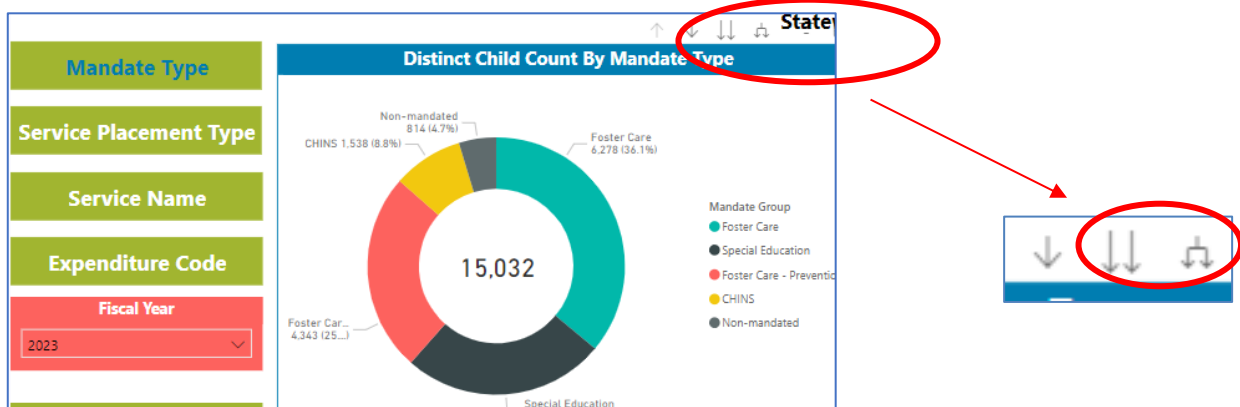
Submitted by: Carrie Thompson, Research Associate Senior

Reviewing trends over time is a great way to assess your CSA program. But which trends should you review? And how do you analyze the trends? An excellent place to start is by finding the largest groups you serve and looking closer at their service utilization. Picking two points in time and calculating the percent change in youth count and money spent is a straightforward way to review trends over time. This article will examine the most prevalent Primary Mandate Type (PMT) for youth statewide in FY2023. Then, we will review this group's top service utilization across the different service placement types for FY2023 and compare it to FY2020.

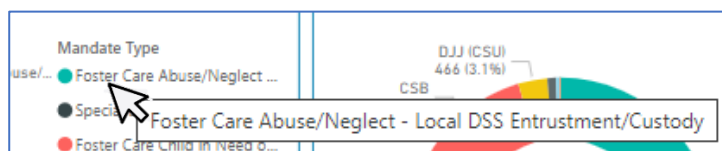
Finding the most prevalent Mandate Type among youth served

Which PMT was the most prevalent among youth receiving CSA-funded services in FY2023? Statewide, Foster Care Abuse/Neglect – Local DSS Entrustment/Custody (PMT 3) represented the largest percentage of youth receiving services (34%). How do we know?

1. Navigate to the Demographics/Utilization menu of the dashboard.
2. Select Mandate Type from the left-hand menu.



3. In the Distinct Count by Mandate Type chart, drill-down icons allow you to view more detailed levels of the eligibility groupings. On this chart, you can drill down to the individual PMTs. You will display all PMTs in a single chart by clicking on either of the icons circled above.
4. Chart segments are organized from highest percentage to lowest percentage of youth. Hovering over legend values will provide a pop-up of the full label.



Finding service utilization data by Mandate Type

Which services were most often used for this population of youth? To find services for a specific PMT:

(continued on Page 8)



1. Visit the Utilization Reports on our website (<https://csa.virginia.gov/OCSReports/Reports/UtilizationReport.aspx>)
2. Select the Report Type **SPT by Selected Locality**

The tables below summarize statewide statistics. Report Filter 1 allows you to filter for your locality.

Top Five Service Placement Types for Youth with PMT 3, by Unduplicated Child Count (FY2023)

SPT	Label	2020	2023	% Change
1	Community-Based Service	4,069	4,054	0%
10	Treatment Foster Care	3,042	2,726	-10%
8	Family Foster Care Maintenance & Activities Payments	2,657	2,598	-2%
15	Group Home (Congregate Care)	389	434	12%
12	Independent Living Arrangement	307	420	37%
All	Total Unduplicated Child Count for PMT 3	6,456	6,157	-5%

While the number of youth with PMT 3 eligibility decreased by 5% between FY2020 and FY2023, the number of these youth served by certain services has shifted to a greater degree. Looking at the percent change from FY2020 to FY2023, the number of PMT 3 youth receiving Group Home (Congregate Care) services has increased by 12%, and the number receiving Independent Living Arrangements has risen by 37%. When reviewing your locality's percent change values for services used, look for percent changes bigger than changes across all services to find things you might want to ask questions about.

Eighty-five percent (85%) of the nearly \$170 million in FY2023 total net expenditures on youth with a PMT 3 eligibility was spent on the SPTs in the table below.

Top Five Service Placement Types for Youth with PMT 3, by Total Net Expenditures in \$millions (FY2023)

SPT	Label	2020	2023	% Change
10	Treatment Foster Care	\$81.9	\$78.8	-4%
1	Community-Based Service	\$18.6	\$20.5	10%
8	Family Foster Care Maintenance & Activities Payments	\$16.8	\$18.9	12%
12	Independent Living Arrangement	\$8.5	\$13.6	60%
15	Group Home (Congregate Care)	\$9.2	\$12.3	33%
All	Total Net Expenditures for PMT 3	\$156.3	\$169.7	9%

Total net expenditures increased between FY2020 and FY2023 by 9%. Independent Living Arrangement and Group Home spending increased in the same period by 60% and 33%, respectively. The largest increases in youth count and spending were for these services for youth with Mandate Type 3.

Comparing change over time lets you see how different groups have shifted and provides a starting point for your CPMT to ask these questions:

- Which groups make up the largest percentages of youth served in your community?
- How have your populations changed over time? How do the changes differ from statewide trends?
- What has happened in your community or CSA planning that could have influenced the changes?
- Do the changes (increases, decreases) make sense? Are they aligned with your program's goals?

For assistance navigating the dashboard and implementing CQI in your CPMT, please contact OCS Research Associate Senior Carrie Thompson (carrie.thompson@csa.virginia.gov).



A Deeper Dive, Part II – Risk Management for Local CSA Programs

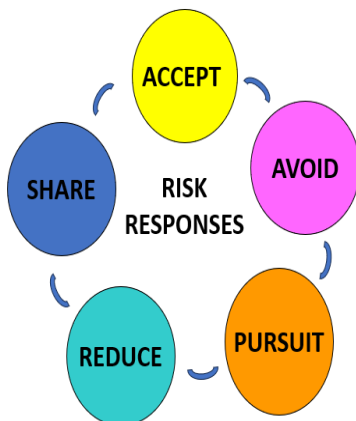
Auditor's Corner

Submitted By: Annette E. Larkin, Program Auditor

The first installment of this series focused on identification and analysis, steps one and two of the risk management process. Here's a brief recap: *Risk Management* entails risk identification, risk analysis, risk response, and risk re-evaluation/monitoring. CPMTs are encouraged to document risks to their local programs that could potentially hinder their ability to meet their strategic objective to serve children and families (1) at the right time, (2) with the right service, and (3) in the most economically feasible manner. The 5x5 Probability and Severity Risk Matrix is a tool to aid in the analysis and documentation of risk. Risk identification and analyses are followed up with a planned meeting to discuss the prioritization of the identified risks and the appropriate response. This installment will dive deeper into management's risk response.

The third step in a risk management process is to control the risk through risk evaluation or risk response. There are a variety of factors that will influence management's response, including corporate culture. Essentially, we were introducing a concept known as *risk appetite*. Recall the examples in the previous article describing individuals as risk takers, risk-averse or falling somewhere in the middle as a matter of personal preference. Risk appetite¹ is the level of risk an organization is willing to accept relative to achieving its strategic objectives. It's a balancing act of risk versus reward. Another factor included in understanding risk appetite is risk tolerance², which is the level of variation or boundaries that an organization will accept in achieving its business objectives. It is important to note that CPMTs must determine the risk appetite and tolerance level for each risk identified in their local program. Risk appetite and tolerance level may change over time and vary depending on the type of risk (i.e., child safety versus data integrity risk).

For each risk analyzed, an organization determines a cost-effective response. Many organizations will complete a cost-benefit analysis to ensure that the cost does not exceed the benefit of the control strategies implemented to address the risk. Using that analysis, they must decide on a response. According to the Institute of Internal Auditors (IIA), there are five responses that CPMT can consider: Accept, Avoid, Pursuit, Reduce or Share.



- **Acceptance** – No further action is required to reduce or decrease the risk impact or likelihood of occurrence. The organization accepts the risk at its current level instead of spending time and resources.
- **Avoidance** – Management decides to discontinue a business segment or course of action or use an alternative risk strategy that yields greater success but may not be the most efficient. An example of how this applies to a local CSA office is that CPMT decided to discontinue mentoring services for an evidence-based service that has proven to have greater outcomes for children and families despite the greater cost of the service.
- **Pursuit** – Management decides to exploit or take advantage of the opportunity due to the risk being advantageous to the organization for greater impact. An example of this is the FAPT identifying a unique service for a family that has never been explored before.
- **Reduce** – Action taken by management to mitigate the risk impact or likelihood of occurrence. The CPMT is implementing stronger control (segregation of duties, adding more approvals for authorization expenditures).
- **Share** – A risk management strategy where companies transfer risk to another party. An example of this is the insurance and /or indemnification clauses in localities standard contracts.



Where and how do you capture this critical work? Look no further. Resources are available when you need them. Section II Risk Assessment of the CSA Self-Assessment Workbook includes a worksheet the CPMT may use to record prioritized risk and related risk responses. The Quality Improvement Plan template in Section VI supports developing and monitoring an associated plan of action designed to mitigate risks. Lastly, the Strategic Planning Tools/Continuous Quality Improvement (CQI) Documentation Template is another resource for summarizing CPMT observations, priorities, responses/plan of action, and progress toward achievement. All resources mentioned above are available on the CSA website.

While your teams work on prioritizing risk (appetite) and response (tolerance), please stay tuned for the final installment of this three-part series. We will explore re-evaluation/monitoring of management's risk response. This phase of the risk management process is intended to establish whether adopted risk mitigation strategies are appropriate and working as intended.

Please get in touch with any Program Audit staff if you found this article useful and would like more information on this topic. Contact information is available on the CSA website (<https://www.csa.virginia.gov/>). Also, check the OCS newsletter, *CSA Today*, for future articles.

^{1,2}[Information Systems Audit and Control Association](#)



Maximizing Medicaid Funding for Youth Served through the CSA

In consultation with the Department of Medical Assistance Services (DMAS), the Office of Children's Services has recently updated the document, **Maximizing Medicaid Funding for Youth Served through the CSA**, to support locality's utilization of available Medicaid-funded services for children receiving services through CSA. The document provides general guidance on situations where using Medicaid-funded services is appropriate.

It outlines specific services reimbursable through Medicaid that may or may not include a local CSA match.

This updated document is available on the CSA website at this [link](#).



Don't forget to share this invaluable resource with your community partners!




CSA FAMILY GUIDE

Families are central to the work of Systems of Care. Families are partners in the micro- and macro-level work of CSA, and to participate fully, families must first understand the CSA process. In order to support localities and families with family preparation and engagement, in 2021, a workgroup of the SLAT developed a *CSA Family Guide* (https://csa.virginia.gov/content/doc/CSA_Family_Guide_2022.pdf). Workgroup membership included state, local, and family voices.

The Guide provides an overview of the CSA structure, outlines what to expect at FAPT, offers tips for preparing for FAPT and includes a list of commonly used acronyms. We encourage localities to share this Guide with families and hope it will be useful as you build meaningful engagement with families. The Guide can be found on the CSA Website under the *Parents and Families* tab.



**Special Education and the
Children's Services Act (CSA)
Guidance for Community Policy Management
Teams (CPMT), Family Assessment and
Planning Teams (FAPT),
CSA Coordinators and Local School Divisions**



**Office of
Children's Services**
Empowering communities to serve youth

Updated July 2023

The Office of Children's Services would like to remind you that the newest version of *Special Education and the Children's Services Act (CSA) Guidance for Community Policy Management Teams (CPMT), Family Assessment and Planning Teams (FAPT), CSA Coordinators and Local School Divisions* is available on the OCS website (<https://www.csa.virginia.gov/>).

This resource is a comprehensive technical assistance document focusing on the interplay between Special Education and the CSA. While it is not intended to address every situation encountered when navigating the CSA and the special education process, it does cover a wide breadth of circumstances, including CSA and local school division funding responsibilities, special education wraparound services, and the newly added utilization of CSA funding for transition services for students returning to public school from private school placements.

This document can be found on the OCS website under "Guidance" on the "Resources" tab.



Utilization of Title IV-E Funds for Congregate Care Placements

Effective April 1, 2023, the Virginia Department of Social Services (VDSS) opted to suspend the designation of Qualified Residential Treatment Programs (QRTPs). Prior to this date, Title IV-E funding was utilized to cover foster care payments for youth in these placements. The payments covered the cost for room and board, daily supervision, clothing, and certain transportation.

Due to the suspension of the QRTP designation, Title IV-E funds are no longer available to pay for congregate care (therapeutic group homes (TGH) or children's residential facilities (CRF)) placements after the 14th day of placement. These funds can be used for maintenance payments for the first 14 days of the new placement if the facility is licensed and the youth is eligible for Title IV-E foster care.

If an LDSS uses Title IV-E funds for the first 14 days of an eligible placement, the LDSS is responsible for changing the funding stream on the 15th day of placement. It is the LDSS's responsibility to address funding errors if these funds are used after the 14th day.

Title IV-E funds cannot be used for the first 14 days of a Psychiatric Residential Treatment Facility (PRTF) placement, which includes clothing expenses or any other costs associated with this placement, as this placement is ineligible for IV-E foster care maintenance payment.

For questions regarding this guidance, please contact Kristie Bond, Title IV-E Supervisor (kristie.bond@dss.virginia.gov).



In its 2020-2024 Strategic Plan (updated December 2021), Virginia's State Executive Council (SEC) for Children's Services developed metrics to support the implementation of outcome-driven practices. The Strategic Plan directed that:

"The Office of Children's Services (OCS) will complete a five-year CSA outcomes report at the state and local level and develop and disseminate service-specific outcome reporting and tools for localities."

Data on youth receiving CSA-funded services between FY2018 and FY2022 were used to produce this analysis. In general, youth improved between assessments in all domains. The percentage of youth showing improvement after their Initial assessment increased as the time between assessments increased. After a certain point, however, continued participation in services was less beneficial, and youth with the most extended periods between evaluations were less likely to show improvement compared to their Initial assessment.

Services were categorized using the CSA Service Placement Types (SPT) and include Community-Based Services, Special Education/Special Education Wraparound Services, Foster Care/Independent Living Services, and Residential Services. Initial domain scores varied by service grouping. Higher Initial domain scores (indicating more significant needs), such as those found among youth receiving residential and special education services, generally resulted in a higher likelihood of improved domain scores at the most recent assessment.

The sections of this report are:

- Percent of Youth with Domain Change – comparing earliest Initial and most recent reassessment between July 2017 and January 2023;
- Percent of Youth with Domain Change – comparing earliest Initial scores to reassessments at intervals of time between assessments (less than six months, six to less than 12 months, 12 to less than 24 months, 24 to less than 36 months, and 36 months or more);
- Percent of Youth with Domain Change by service types received across the five years; and
- Percent of Youth with Domain Change, by service types received, by youth characteristics.


This report is available on the Resources menu of the CSA website under Reports and Publications (https://csa.virginia.gov/content/doc/CSA_Five-Year_Outcome_Report_FY2018-FY2022.pdf).

Following the release of this statewide five-year report, OCS updated the CANS section of its Data and Outcomes Dashboard to provide locality-specific outcomes in the five-year format. Dashboard data cover the more recent period of FY2019-FY2023 and will display a rolling five-year period as time passes. The dashboard provides a subset of domains covered in the full report (School, Behavioral/Emotional, Child Strengths).

(continued on Page 14)



CSA Report cont'd



Office of Children's Services
Empowering communities to serve youth

CANS

Foster Care

CSA

1 XYZ Locality

Data updated 08/01/2023

Select a service placement grouping below to filter results for youth receiving specific services during the period:

4

Community-Based

Foster Care/Independent Living

Residential

Special Education/WRAP

Finance **Demographics/Utilization** **Outcome Measures** **Home**

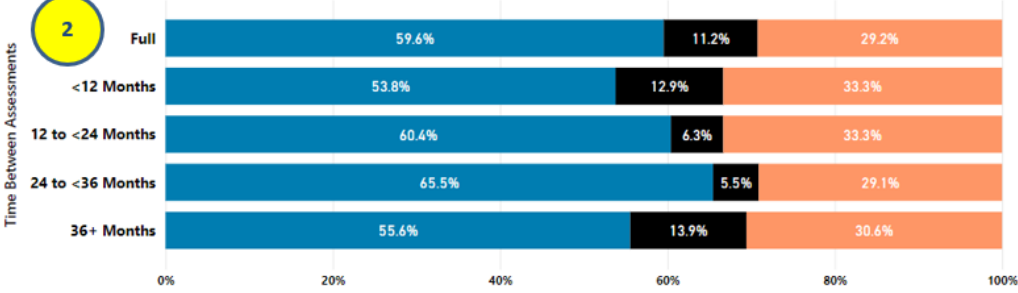
What percentage of youth, starting services between FY2019 and FY2023, saw a change from their Initial CANS scores?
How did proportions change, as time increased between assessments?

Behavioral/Emotional Needs
Child Strengths
School

Child Strengths

● Improvement ● No Change ● Decline

2



Time Between Assessments	Improvement		No Change		Decline	
	State	Locality	State	Locality	State	Locality
Full	59.6%	59.6%	11.2%	11.2%	29.2%	29.2%
<12 Months	53.8%	53.8%	12.9%	12.9%	33.3%	33.3%
12 to <24 Months	60.4%	60.4%	6.3%	6.3%	33.3%	33.3%
24 to <36 Months	65.5%	65.5%	5.5%	5.5%	29.1%	29.1%
36+ Months	55.6%	55.6%	13.9%	13.9%	30.6%	30.6%

3

How does your locality's performance compare to statewide percentages?

5

Navigating the page:

1. Use this filter to change the locality for which results are displayed.
2. This stacked bar chart displays the percentage of youth whose most recent reassessment CANS scores showed improvement (blue), no change (black), or decline (orange) from their initial assessment score. The time frames (i.e., Full, <12 Months) describe the measurement period for the reported change. Each stacked bar set reports the percentage of youth with domain change from the initial assessment to the most recent reassessment within that period. Youth who do not have an assessment within one of the periods are not reported for that stacked bar. Youth can be duplicated across periods. Hovering over the bars in the charts will give more information about the CANS Outcome Measures.
3. Use this filter to select the CANS domain.
4. To report all youth, make sure none of the boxes are selected. To filter results based on the CSA-funded services the youth received (organized by Service Placement Type grouping), click on the box next to the desired grouping. Youth can receive multiple services and be duplicated across more than one service grouping.
5. This table displays locality percentages of domain score change by time between assessments, compared to statewide values. These values change based on the locality, CANS domain, and service placement grouping selections chosen elsewhere on the page. If the page only displays statewide information (The locality filter is set to "All"), the Locality column of this table will be blank.

NOTE: Only youth who began services in the measurement period and have had at least one subsequent reassessment (as of the most recent period reviewed) have been included. Outcomes are reported in a five-year rolling period.



The Office of Children's Services (OCS) wants to remind our CSA community partners of its series of training courses accessible through the [Virginia Learning Center](#). Updates to current training courses are underway and the development of new training is ongoing.

You can access the training by using "CSA" as the search term or typing the course number and title as listed below:

Course Number	Course Title	Recommended for
CSA11	CSA for New LDSS Staff – Big Picture (Module 1)	LDSS Case Managers
CSA12	CSA for New LDSS Staff – FAPT Functions (Module 2)	LDSS Case Managers
CSA13	CSA for New LDSS Staff – Eligibility for CSA (Module 3)	LDSS Case Managers
CSA14	CSA for New LDSS Staff – Accessing Funding (Module 4)	LDSS Case Managers
CSA15	CSA for New LDSS Staff – Miscellaneous Topics (Module 5)	LDSS Case Managers
CSA16	Case Manager Training for Non-DSS Case Managers	Non-DSS Case Managers
CSA17	CSA Basics for FAPT Members	FAPT Members, CSA Coordinators
CSA20	Special Education Wraparound Funding Under the CSA	FAPT Members, CPMT Members, CSA Coordinators
CSA31	CPMT Training – Big Picture (Module 1)	FAPT Members, CPMT Members, CSA Coordinators
CSA32	CPMT Training – CPMT & FAPT Roles & Responsibilities (Module 2)	FAPT Members, CPMT Members, CSA Coordinators
CSA33	CPMT Training – Funding and Eligibility (Module 3)	FAPT Members, CPMT Members, CSA Coordinators
CSA34	CPMT Training – Can CSA Pay? (Module 4)	FAPT Members, CPMT Members, CSA Coordinators
CSA35	CPMT Training – Utilization Review (Module 5)	FAPT Members, CPMT Members, CSA Coordinators
CSA36	CPMT Training – Audit	CPMT Members, CSA Coordinators
CSA40	CSA Fiscal Overview	CPMT Members, CSA Coordinators
CSA41	CSA Continuous Quality Improvement	CPMT Members, CSA Coordinators
CSA42	CSA Parental Agreements	FAPT Members, CPMT Members, CSA Coordinators
CSA44	CSA FAPT and CPMT Parent Representative Training	FAPT and CPMT Parent Representatives
CSA50	CSA Information Technology Security Course	All

These training courses are helpful in understanding the many aspects of CSA implementation. Continued professional development opportunities can be found through visiting websites for local child-serving agencies and participation through local and state-sponsored events that promote a System of Care approach. Check out a few of the training resources under the *Resource Round-Up*.

OCS staff are still available to assist you. You may submit your technical assistance or policy questions to the OCS Help Desk, found on the OCS website at <https://www.csa.virginia.gov/Contact/TechnicalAssistance/01>.



Resource Round-Up

The **Foster to Youth to Independence (FYI)** program is designed to provide rental assistance and supportive services to young adults transitioning out of foster care.

Click on this [link](#) to obtain guidance on accessing this program for youth in your community.



Lift Up Virginia
RAISING RESILIENCE

Don't forget to join us for OCS's Virtual Office Hours on the third Fridays starting at 9 a.m. Click the [GoToMeeting](#) link to join!



VDOE has created the **Office of Behavioral Health and Wellness** to support students struggling to overcome mental health and behavioral challenges. This office's efforts will focus on addressing behavioral and mental health support, school health and wellness, and student services. Check out the news release [here](#).

KINSHIP RECRUITMENT

VDSS has developed a contract with UMFS, C2Adopt, and Jewish Family Services to assist in recruitment efforts for kin and fictive kin.

This service is funded through VDSS, and no CSA funding is needed. To learn more about this service, click on the Fusion page [link](#) to access the broadcast.



TA Questions of the Quarter



Can CSA pay for transporting a child in foster care to a public school outside of the child's school zone if determined at a Best Interest Determination (BID) meeting?

Best Interest Determination (BID) school transportation is a specific type of allowable transportation included in the federal and state definition of maintenance for both Title IV-E and CSA. If a child in foster care is IV-E eligible, IV-E pays for the BID transportation. If a child in foster care is not IV-E eligible, CSA pays.

The expectation is that school divisions will collaborate with local child welfare agencies (DSS) to carry out transportation for BID educational placements. However, the responsibility ultimately falls on DSS and CSA, as BIDs are a foster care requirement.

BIDs are a part of maintenance and may be excluded from FAPT review if your local CPMT has a written policy exempting maintenance costs from coming to FAPT. CPMT authorization is still required.

Bids are part of federal legislation (Fostering Connections to Success and Increasing Adoptions Act and Every Student Succeeds Act – ESSA) with the intent to stabilize educational placements for any child in foster care by minimizing educational disruption for foster children who often move from placement to placement. Joint guidance developed by VDSS and VDOE with the participation of OCS may be found at [https://www.dss.virginia.gov/files/division/dfs/fc/intro_page/educational_stability/VDOE_VDSS - Joint Guidance for School Stability of Children Youth in FC - Oct 2017.pdf](https://www.dss.virginia.gov/files/division/dfs/fc/intro_page/educational_stability/VDOE_VDSS_-_Joint_Guidance_for_School_Stability_of_Children_Youth_in_FC_-_Oct_2017.pdf).

Can CSA pay for Childcare above the subsidy rate?

VDSS's Foster Care guidance ([Section 12.8.3](#)) indicates that there should be justification in the DSS case record for additional costs, the efforts made to find childcare at the maximum reimbursable rate (MRR), and the reason the selected childcare was determined to be at a "reasonable" cost.

Childcare is a part of maintenance if foster parents are employed, meaning it would be excluded from FAPT review if your locality has a maintenance-only exemption. CPMT approves funding and is the entity that would determine if the additional cost were appropriate.



Got Questions?

Get answers by using the OCS Technical Assistance Help Desk. OCS staff will receive and respond to your questions, with the goal of same-day responses.

The OCS Technical Assistance Help Desk is found on the CSA website under *Contacts* -> *Technical Assistance* or by clicking [here](#).



Would you like to be contributor to CSA Today?

If you have information you would like to share with CSA colleagues around the state, please follow the guidelines for submission located [HERE](#)...





CSA FY 24 - POOL REIMBURSEMENT REQUEST REPORT—PART 1

DATE: February 12, 2024	FOR PERIOD ENDING: January 31, 2024 Report ID: 41330 File Name: csa_43_m_2024_1_1.txt
LOCALITY: Clarke -FIPS 43	Contact Person: Nadia Acosta Phone Number: 540-955-5198

PART 1 - EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (a)	GROSS TOTAL EXPENDITURES THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1c. Residential Congregate Care- CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d. Non-Mandated Services/Residential/Congregate	\$0.5996	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	\$0.4797	\$4,681.98	\$0.00	\$4,681.98	\$2,245.95	\$2,436.03
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	\$0.4797	\$4,650.00	\$0.00	\$4,650.00	\$2,230.61	\$2,419.39
2a.1 Treatment Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2b.	Specialized Foster Care - IV-E ; Community Based Services	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2b.1	Specialized Foster Care	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c.	Family Foster Care - IV-E ; Community Based Services	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2d.	Family Foster Care Maintenance only	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.	Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	\$0.4797	\$3,278.00	\$0.00	\$3,278.00	\$1,572.46	\$1,705.54
2e.1	State Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e.2	Federal Kinship Guardianship	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2f.	Community - Based Services	\$0.2399	\$24,449.20	\$0.00	\$24,449.20	\$5,865.36	\$18,583.84
2f.1	Community Transition Services - Direct Family Services to Transition from Residential to Community	\$0.2399	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g.	Special Education Private Day Placement	\$0.4797	\$8,335.98	\$0.00	\$8,335.98	\$3,998.77	\$4,337.21
2h.	Wrap-Around Services for Students With Disabilities	\$0.4797	\$1,072.00	\$0.00	\$1,072.00	\$514.24	\$557.76
2i.	Psychiatric Hospitals/Crisis Stabilization Units	\$0.4797	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.	Non-Mandated Services/Community-Based	\$0.2399	\$209.31	\$0.00	\$209.31	\$50.21	\$159.10
4.	GRAND TOTALS: (Sum of categories 1 through 3)		\$46,676.47	\$0.00	\$46,676.47	\$16,477.60	\$30,198.87

CSA FY 24 - POOL REIMBURSEMENT REQUEST REPORT—PART 2

PART 2 - EXPENDITURE REFUND DESCRIPTION

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, &###133;)	030	\$0.00

Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other: #getforminfo.COMMENTS#	090	\$0.00
TOTAL REFUNDS : Note: This total must agree with the GRAND TOTAL of all expenditure refunds Part 1, Line 4, Col (c).		\$0.00

The expenditures and refunds reported herein were incurred in accordance with provisions of the Comprehensive Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child (or list of specific children) and complies with the CSA Manual, COV and Appropriation Act requirements including utilization management and FAPT criteria.

FY24 Actual Expenses

Munis GL Obj code	Munis GL Description	PO category	Approved State budget	Clarke's FY24		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Jun	Balance
				Original budget	Splmntl Approp.										
			231,586												
579001	21200020 CSA Svc 1a FC IVE	MAN (FC4E)													-
579002	21200020 CSA Svc 1b FC OTHR	MAN (FC)													-
579003	21200020 CSA Svc 1c ResCon	MAN (RCDDN or RCDA)													-
579004	21200020 CSA Svc 1e ContEd	MAN (ESCC)	44,935	(51,076)	13,924	7,081.98	6,842.42	4,942.00	4,942.00	5,722.42	4,942.09	4,681.98	5,462.31		(25,751)
579005	21200020 CSA Svc 2a TRFGVE	MAN (TF4E)	34,565	50,000	9,850	4,650.00	4,650.00	4,650.00	4,650.00	4,650.00	4,650.00	4,650.00	4,500.00		32,250
579006	21200020 CSA Svc 2a1 TRFC	MAN (TF)	34,565	50,000											-
579007	21200020 CSA Svc 2c FmfCIVE	MAN (FF4E)	17,283	25,000											-
579008	21200020 CSA Svc 2d FmfCMO	retired category													-
579009	21200020 CSA Svc 2e FmfCMLL	MAN (FFOP)	13,826	20,196	40,196	4,054.00	2,084.00	4,875.00	6,860.20	4,875.00	4,171.90	3,278.00	10,489.72		4,383
579010	21200020 CSA Svc 2f Commty	MAN (FBS)	51,848	432,679	507,679	11,116.50	51,188.00	18,859.50	25,860.26	12,026.25	24,449.20	6,743.15			357,436
579011	21200020 CSA Svc 2f1 Trns	MAN (CSTR)			17,906	1,031.25	1,875.00								15,000
579012	21200020 CSA Svc 2g SPED Pw	MAN (ADP)	34,565	50,000	37,927	87,927	2,429.79	5,220.00	5,742.00	7,560.99	8,335.98	9,638.31			45,785
579015	21200020 CSA Svc 2i PsyHosp	MAN (ADP)			55,526										55,526
sub-total merandaid svcs			231,586	448,007	783,007	31,449	64,419	40,532	46,850	33,201	45,395	36,834			484,628
579013	21200020 CSA Svc 2h st w/DB	WSS (SPS)	43,713	40,000	40,000	167.50	134.00	3,562.75	1,072.00	1,239.50	1,072.00	3,208.00			30,616
579014	21200020 CSA Svc 3 NoManCom	NON (COMM)	19,220	10,000		1,867.31	787.31	542.31			209.31				6,104
sub-total wrap end non-memorated svcs			294,519	385,000	448,007	33,183.42	65,340.52	41,074.01	50,901.74	34,440.73	46,676.47	40,041.50			521,349
21200010	CSA Admin Pur SVCS		1,500	1,500											1,000
21200010	CSA Admin Mat & Sup		500	500											500
21200010	CSA Admin PT Salaries		23,764	23,764		2,476	2,541	2,644	2,321						13,782
sub-total administrative svcs			25,764	25,764		2,476	2,541	2,644	2,321						15,282
TOTALS			320,283	410,764	448,007	2,541	35,660	67,984	43,395	50,902	34,441	47,176	40,042		536,631
															TOTAL AVAILABLE BALANCE

Available balance of non-admin svcs budget

Available balance of Admin budget